



**Embassy of the United States of America
U.S. Ambassador's Special Self Help (SSH) Program
Political and Economic Section's Small Grants Program
Request for Proposals**

The Small Grants Office within the Political and Economic Section of the U.S. Embassy in Maputo, Mozambique, administers the Ambassador's Special Self Help (SSH) grants that support small community development projects implemented by individuals, institutions, non-governmental organizations or community associations during a one-year period. The SSH program is a grassroots assistance program that improves the livelihoods of the communities where the project is implemented. The objectives of the SSH program are to foster community self-reliance; demonstrate interest in the welfare of the community by extending assistance directly to people at the local level rather than on a government-to-government basis; encourage significant community participation and contribution, such as volunteer time and labor, donated land, equipment and materials; make a significant impact on the community, benefiting the greatest number of people possible; improve basic economic or social conditions at the community or village level; encourage project sustainability; and support projects that respect environmental norms. Examples of acceptable SSH projects are water-related projects, such as wells, latrines, pumps, and boreholes; school equipment and supplies, including desks, chairs, laboratory equipment and library items; communal building equipment, such as brick-making machines; income generating activities, including weaving looms, tools for furniture making, rice-shelling machines, and poultry farming supplies; and miscellaneous durable goods, such as stoves or refrigerators for schools or hospitals or washing machine for clinics. SSH funds may not be used for the acquisition of vehicles, payment of non-specialized labor, pesticides, representational costs (food and drinks for banquets or public events), operating costs (rent, salaries, and electricity), etc. **The limit for SSH projects is USD10,000 (ten thousand U.S. dollars) and each project funded must be implemented within one year.**

The Political and Economic Section of the U.S. Embassy invites the submission of development proposals from individuals, community-based associations, institutions, or religious and non-governmental organizations. Interested parties can submit proposals not exceeding five pages along with a **one-page summary** that includes the following information: 1) name of project and organization, 2) geographic location, 3) key objectives, 4) target group, 5) primary activities, 6) expected results of the project, 7) amount of funding requested, 8) information regarding the community's contribution to the project and 9) name and contact information of project coordinator. Proposals may be submitted in either **English or Portuguese** and **all pages must be numbered**. The proposal must be typed and double-spaced and must include a concise description of: 1) the organization's or association's history, mission and goals, and past and current programs; 2) the geographic coverage of the implementation; 3) statement of needs/problems to be addressed; 4) the project's strategies, goals, measurable objectives and expected results; (5) the target population; 6) the sustainability of the project after the grant; 7) the community/organization's contribution; (8) a work plan for implementation of project; 9) information about past and current funding received and description of other partners/donors involved in the project and their roles; and 10) a detailed budget.

Deadline for receipt of proposals is **January 31, 2013**. Please submit proposals to the U.S. Embassy in Maputo, 193 Kenneth Kaunda Avenue, Post Office Box 783, fax: 21 49 38 57, and address them to the attention of the Political/Economic Section, Small Grants Program Coordinator, Perpetua Anaele. Electronic submissions may also be sent to the following e-mail address: Maputopoleconssh@state.gov or AnaalePO@state.gov. Please include the wording "Ambassador's Special Self Help Grants" in the subject line. **Applicants should print their name, the name of their organization and contact information on all pages.**

Kindly be advised that due to the large number of proposals we receive, information regarding the status of the selection process cannot be provided via telephone or email and only those whose proposals have been selected and approved for funding will be contacted. Also please note that if selected for funding, grantees may be required to implement the project using their own resources prior to receiving reimbursements from the U.S. Embassy.

Thank you for your participation
Maputo, December, 2012.